

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

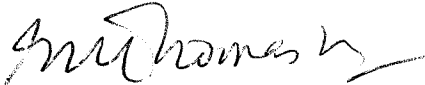
(1) DEPARTMENT <b>Public Health</b>		(2) MEETING DATE <b>May 2, 2006</b>		(3) CONTACT/PHONE <b>Cathi Slaminski/781-2067</b>	
(4) SUBJECT <span style="float: right;"><i>(Clerk's File)</i></span> Approve 1) and sign a renewal agreement for Public Health Preparedness and Response to Bioterrorism (BT) and other Public Health Emergencies; 2) the required certification that the funds shall only be used for BT preparedness and planning; 3) creation of a new maintenance project # 350019; and 4) and a budget adjustment in the amount of \$162,574 from unanticipated revenue.					
(5) SUMMARY OF REQUEST The Federal Centers for Disease Control (CDC) and Prevention Public Health Emergency Preparedness Program provides states with funding via cooperative agreements for local health departments to establish, use, and improve public health system preparedness for, and response to, terrorism and other public health emergencies in accordance with the CDC Preparedness Goals.					
(6) RECOMMENDED ACTION Approve: (1) and sign the renewal agreement with the State Department of Health Services (CDHS) to continue to fund BT preparedness and response activities for FY 2005/06 in the amount of \$822,485 (\$360,639 - BT Program and \$461,846 - Public Health Laboratory); (2) the certification that the funds shall only be used for BT preparedness and planning (3) the creation of a maintenance project entitled "Health – San Luis Obispo – Phase 2 Upgrade Public Health Laboratory" #350019 in the amount of \$160,000; (4) a budget adjustment in the amount of \$162,574 from unanticipated revenue. Approval by 4/5's vote is required.					
(7) FUNDING SOURCE(S) <b>CDHS</b>		(8) CURRENT YEAR COST <b>\$822,485</b>		(9) ANNUAL COST <b>\$822,485</b>  (10) BUDGETED? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> N/A	
(11) OTHER AGENCY/ADVISORY GROUP INVOLVEMENT (LIST): County Office of Emergency Services, the Sheriff, Federal Bureau of Investigation, Emergency Medical Services Agencies, local hospitals, General Services Department, the Environmental Division of the Planning and Building Department, and County Counsel					
(12) WILL REQUEST REQUIRE ADDITIONAL STAFF? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, How Many? _____ <input type="checkbox"/> Permanent _____ <input type="checkbox"/> Limited Term _____ <input type="checkbox"/> Contract _____ <input type="checkbox"/> Temporary Help _____					
(13) SUPERVISOR DISTRICT(S) <input type="checkbox"/> 1st, <input type="checkbox"/> 2nd, <input type="checkbox"/> 3rd, <input type="checkbox"/> 4th, <input type="checkbox"/> 5th, <input checked="" type="checkbox"/> All			(14) LOCATION MAP <input type="checkbox"/> Attached <input checked="" type="checkbox"/> N/A		(15) Maddy Act Appointments Signed-off by Clerk of the Board <input checked="" type="checkbox"/> N/A
(16) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Presentation <input type="checkbox"/> Board Business (Time Est. _____)			(17) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions (Orig + 4 copies) <input checked="" type="checkbox"/> Contracts (Orig + 4 copies) <input type="checkbox"/> Ordinances (Orig + 4 copies) <input type="checkbox"/> N/A		
(18) NEED EXTRA EXECUTED COPIES? <input checked="" type="checkbox"/> Number: 1 <input checked="" type="checkbox"/> Attached <input type="checkbox"/> N/A			(19) BUDGET ADJUSTMENT REQUIRED? <input checked="" type="checkbox"/> Submitted <input checked="" type="checkbox"/> 4/5th's Vote Required <input type="checkbox"/> N/A		
(20) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) _____ N/A			(21) W-9 <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		(22) Agenda Item History <input type="checkbox"/> N/A Date 8/23/05
(23) ADMINISTRATIVE OFFICE REVIEW  <div style="text-align: center; font-size: 1.2em;"> <i>OK Dan Buehler</i> </div> <div style="text-align: right; font-size: 2em; transform: rotate(-15deg);"> <b>B-4</b>  <b>(5.2.06)</b> </div>					



# County of San Luis Obispo • Public Health Department

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Gregory Thomas, M.D., M.P.H.  
County Health Officer  
Public Health Director

TO: Board of Supervisors   
FROM: Greg Thomas, M.D., M.P.H., Public Health Administrator  
DATE: May 2, 2006

SUBJECT: Request to approve 1) and sign a renewal agreement for Public Health Preparedness and Response to Bioterrorism and other Public Health Emergencies; 2) the required certification that the funds shall not be used to supplant funding for existing levels and shall only be used for bioterrorism preparedness and planning; 3) creation of a new maintenance project entitled Health – San Luis Obispo – Phase 2 Upgrade Public Health Laboratory # 350019; and 4) and a corresponding budget adjustment in the amount of \$162,574 from unanticipated revenue.

## Recommendation

It is recommended that your Board approve: (1) and sign the attached renewal agreement with the State Department of Health Services to continue to fund bioterrorism (BT) preparedness and response activities for FY 2005/06 in the amount of \$822,485 (\$360,639 for the BT Program and \$461,846 for the Public Health Laboratory); (2) the required certification that the funds shall not be used to supplant funding for existing levels and shall only be used for bioterrorism preparedness and planning (3) the creation of a maintenance project entitled “Health – San Luis Obispo – Phase 2 Upgrade Public Health Laboratory” #350019 to expand and improve laboratory capacity in the amount of \$160,000; (4) a corresponding budget adjustment in the amount of \$162,574 from unanticipated revenue to fund the maintenance project and associated medical supplies (\$2,574). Approval by 4/5’s vote is required.

## Discussion

The Federal Centers for Disease Control (CDC) and Prevention Public Health Emergency Preparedness Program provides states with funding via cooperative agreements for local health departments to establish, use, and improve public health system preparedness for, and response to, terrorism and other public health emergencies. The federal CDC grant program requires that the states distribute the federal funds to their respective counties. These preparedness activities are designed to develop emergency-ready public health departments in accordance with the CDC Preparedness Goals described below.

The goals of the State Department of Health Services are to (1) strengthen the public health system infrastructure capacity needed to accurately and rapidly detect, control, and prevent illness and injury resulting from biological terrorism and infectious disease outbreaks; (2)

B-4  
2

develop a seamless response to potential acts of bioterrorism that includes public health, medical care, and emergency/disaster management systems; and (3) ensure rapid and secure communication among public health and public-private sectors during a terrorism or other health emergency event.

The CDC has established guidelines for bioterrorism preparedness programs (CDC guidelines); Our grants were previously broken up into six "Focus Areas". Now the CDC has constructed nine "Preparedness Goals", based on 15 planning scenarios that are considered to be all-inclusive to emergency preparedness. These CDC Preparedness Goals are as follows:

- **Prevent**
  - Goal 1: Increase the use and development of interventions known to prevent human illness from chemical, biological, radiological agents, and naturally occurring health threats.
  - Goal 2: Decrease the time needed to classify health events as terrorism or naturally occurring in partnership with other agencies.
- **Detect/Report**
  - Goal 3: Decrease the time needed to detect and report chemical, biological, or radiological agents in tissue, food or environmental samples that cause threats to the public's health.
  - Goal 4: Improve the timeliness and accuracy of information regarding threats to the public's health as reported by clinicians and through electronic early event detection, in real time, to those who need to know.
- **Investigate**
  - Goal 5: Decrease the time to identify causes, risk factors, and appropriate interventions for those affected by threats to the public's health.
- **Control**
  - Goal 6: Decrease the time needed to provide counter-measures and health guidance to those affected by threats to the public's health.
- **Recover**
  - Goal 7: Decrease the time needed to restore health services and environmental safety to pre-event levels.
  - Goal 8: Increase the long-term follow-up provided to those affected by threats to the public.
- **Improve**
  - Goal 9: Decrease the time needed to implement recommendations from after-action reports following threats to the public's health.

These Preparedness Goals are designed to measure urgent public health system response performance for terrorism and non-terrorism events, including infectious disease, environmental and occupational-related emergencies.

For FY 2004/05, the CDC grant provided funding to the BT Program for a dedicated 1.0 FTE Emergency Services Coordinator and 0.40 FTE Deputy Health Officer positions to ensure that the Public Health Department is prepared to respond to a Public Health emergency and ensure that all critical capacities and benchmarks required by the CDC grant are met; a 1.0 FTE Administrative Assistant position to provide clerical support to the program; 0.50 FTE

B-4  
3

Epidemiologist for activities related to epidemiology; 1.0 FTE Departmental Automation Specialist for communications and database development; 0.70 FTE Senior Account Clerk to coordinate and track training and exercises; and 0.20 FTE Supervising Public Health Nurse for communicable diseases issues.

For FY 2005/06, the CDC grant funding for the BT Program is significantly less than last year's allocation (excluding the one time funding for the level B laboratory). Therefore, in response, the Department was required to unfund the 1.0 FTE Departmental Automation Specialist and 0.40 FTE Deputy Health Officer and locate alternate funding sources to offset the 0.70 FTE Senior Account Clerk and 0.20 FTE Supervising Public Health Nurse positions. Due to the overwhelming time to conduct fiscal activities for both the County and the State as it relates to this grant program, 0.17 FTE Administrative Services Officer was added to provide accounting support for the current fiscal year. Although there is less staff to ensure that we meet the CDC requirements, progress is still being made.

Additionally, the CDC grant for FY 2005/06 includes funding for the Public Health Laboratory (PHL) to develop its capacity to serve as a Reference Bioterrorism Laboratory as part of the Statewide and National Laboratory Response Network. Last year, the State provided funding for laboratory instrumentation and for a Phase 1 laboratory remodel project that increased space and safety in the PHL to better respond to acts of chemical and biological terrorism, emerging infectious diseases, and other public health threats and emergencies. In this grant year, funding has been provided for a Phase 2 laboratory remodel project that will further increase PHL working space to accommodate instrumentation purchased through State funding last year. The State recognizes that laboratory instrumentation needs have increased, and that additional space is needed to accommodate new instrumentation. This fiscal year, the State is providing \$160,000 in funding for a Phase 2 laboratory remodel at the Johnson Avenue site. Because only \$160,000 is available for the Maintenance Project, it will be designed to match the funding available. The State grant also continues its funding of 2.0 FTE Public Health Microbiologist II and associated training. The maintenance project consists of remodeling interior space to accommodate additional instrumentation as required to continue designation as a Level B laboratory. The remodel will displace offices that are scheduled for relocation at the new health campus, former General Hospital, across Johnson Avenue. We anticipate the approval of the plans for the laboratory remodel project to take about one year because we are required to obtain approvals from CDC and the State. Therefore, we will not need to find temporary space for the staff that will be relocated to the former General Hospital assuming space will be available in about one year at the hospital. The Job Order Contracting program is likely to be utilized to most efficiently complete the construction work.

Public Health funds are specifically dedicated for Public Health emergency preparedness needs. Funding for other needs/groups will be available through the State from other sources, such as the Health Resources and Services Administration (HRSA) for hospitals and other health care entities, and the Department of Homeland Security for first responders and other related agencies. The CDC Grant application package due to the California State Department of Health Services (CDHS), written for both the BT Program and the PH Lab, includes a budget outlining how the funds will be used; and a work plan that outlines how the Public Health Department will meet the grant requirements, including a timeline of implementation steps and key activities for development of a local emergency response plan, training, exercises, and other related tasks.

On January 9, 2006, the 2005/06 CDC grant application package (application, work plan, and budget) was approved by CDHS, with a grant awarded to San Luis Obispo County Public Health Department in the amount of \$822,485. Utilization or encumbrance of these funds must be accomplished by August 30, 2006, which will ultimately allow San Luis Obispo County's Public Health Department, its partner agencies, and the overall emergency medical system to become more prepared to deal with biological disasters, as well as non-terrorist epidemics of emerging diseases, exposures to chemical toxins and radiological materials, and mass casualties due to explosions.

The tables below illustrate the amount of funds and FTE positions allocated for both the 2004/05 CDC Grant and 2005/06 CDC Grant, as previously described above.

2004/05 CDC Grant: \$777,425			
BT Program		PH Laboratory	
Personnel (FTEs)	\$273,767.58	Personnel (FTEs)	\$57,272.70
1.0 Emergency Services Coordinator		0.50 Sr PH Microbiologist	
0.40 Deputy Health Officer		0.67 Sr PH Microbiologist	
1.0 Administrative Assistant		0.50 Laboratory Assistant	
.5 Epidemiologist		0.25 Temp Clinical Lab Tech	
1.0 Departmental Automation Specialist			
0.70 Senior Account Clerk			
0.20 Supervising Public Health Nurse			
Total FTE's	4.8	Total FTE's	1.92
Fringe Benefit	\$135,234.03	Fringe Benefit	\$44,095.86
Travel	\$3,622.11	Travel	\$6,534.06
Equipment	\$0.00	Equipment	\$98,338.38
Operating Expenses & Supplies	\$1,526.28	Operating Expenses & Supplies	\$38,602.00
Consultants	\$0.00	Consultants	\$0.00
Contractual	\$27,962.33	Contractual	\$2,018.76
Indirect	\$40,340.16	Indirect	\$14,909.00
Other	\$8780.50	Other	\$24,421.24
<b>TOTAL</b>	<b>\$491,233.00</b>	<b>TOTAL</b>	<b>\$286,192.00</b>

2005/06 CDC Grant: \$822,485			
BT Program		PH Laboratory	
Personnel (FTEs)	\$161,801.00	Personnel (FTEs)	\$138,569.00
1.0 Emergency Services Coordinator		0.75 Supv PH Microbiologist	
1.0 Administrative Assistant		0.25 Sr PH Microbiologist	
0.50 Epidemiologist		1.0 Sr PH Microbiologist	
0.17 Administrative Services Officer		Total FTE's	2.0
Total FTE's	2.67		
Fringe	\$78,713.00	Fringe	\$62,356.00
Travel	\$16,000.00	Travel	\$14,729.00
Equipment	\$4,284.00	Equipment	\$0.00
Supplies	\$4,000.00	Supplies	\$53,553.00
Contractual	\$49,990.00	Contractual (Phase 2 Remodel)	\$160,000.00
Other	\$21,800.00	Other	\$12,546.00
Indirect	\$24,051.00	Indirect	\$20,093.00
<b>TOTAL</b>	<b>\$360,639.00</b>	<b>TOTAL</b>	<b>\$461,846.00</b>

### Other Agency Involvement/Impact

The Public Health Department consults and coordinates with the County Office of Emergency Services, the Sheriff, Federal Bureau of Investigation, Emergency Medical Services Agencies, local hospitals and other key partner agencies in bioterrorism preparedness activities. The General Services Department will manage the project to further expand and upgrade the Public Health laboratory. The Environmental Division of the Planning and Building Department determined this type of project to be exempt from CEQA review as interior remodeling/maintenance work. County Counsel approved the contract for form and legal effect.

### Financial Considerations

In FY 2004/05, the total amount of funds received from the CDC grant agreement with the Public Health Department for bioterrorism activities was \$777,425.

For FY 2005/06, the CDC grant agreement with the Public Health Department is \$822,485, which includes the following: \$360,639 in non-laboratory expenses for the BT program; \$301,846 for laboratory staff and operating expenses and \$160,000 for a laboratory Phase 2 remodel project, that shall be financed by the CDC Bioterrorism Preparedness Grant. The requested budget adjustment in the amount of \$162,574 includes \$160,000 for the maintenance project and \$2,574 for medical supplies both are fully funded by the Grant. Further details on the activities to be carried out for FY 2005/06 are provided below, under the "Results" section. In accordance with the CDC grant requirements, the funding must be used to develop preparedness and response capabilities, such as plans and procedures, training, exercises, and laboratory needs. The funding cannot be used to supplant existing funding levels of sources. The federal grant period for these funds is from August 31, 2005 through August 30, 2006. The PH Department's FY 2006/07 proposed budget includes continued Bioterrorism Preparedness funding. This action will not affect the level of General Fund support required by the Public Health Department for FY 2005/06.

### Results

In FY 2004/05 the Department successfully completed the following CDC requirements:

- Develop a highly functioning, mandatory reportable disease surveillance system, as evidenced by ongoing timely and complete reporting by providers and laboratories in the County, especially of illnesses and conditions possibly resulting from bioterrorism, other infectious disease outbreaks, and other public health threats and emergencies. This has been developed, but the process of maintaining it is ongoing.
- On-going coordination with bioterrorism preparedness stakeholders through bi-monthly meetings of the Bioterrorism Advisory Committee (BTAC). BTAC consists of representatives from the local health department, mental health, environmental health, law enforcement and fire departments, community health centers, medical clinics, hospitals, emergency medical service providers, volunteer organizations, office of emergency services and other emergency management agencies.
- Development of a draft Communications Plan and Standard Operating Procedures (SOPs).
- Development of a draft Crisis and Emergency Risk Communications Plan.
- Development of a draft Smallpox plan and a Pandemic Flu Plan.

- Development of a final SARS/Airborne Communicable Disease Plan.
- Development of a final Strategic National Stockpile (SNS) plan and SOPs.
- Increase in communications capability for the Public Health Department.
- Completed a Phase 1 remodel project in the Public Health Laboratory improving safety and space.
- Purchased laboratory instrumentation funded by the State needed to function as a Bioterrorism Reference Lab.
- Obtained specific training on new laboratory instrumentation.
- The overall intended results of the actions identified above are to develop new and higher levels of bioterrorism preparedness and response capability for the County of San Luis Obispo, affording a greater degree of protection for the citizens and visitors to this area.

Approval of the 2005/06 CDC grant agreement will provide the following preparedness activities:

- (1) Training for Public Health Department and other health care workers (hospitals, urgent care facilities, community care centers, ambulance providers) on the incident management system and response procedures;
- (2) Participation in various bioterrorism response drills and exercises, including "NOVEX" multi-casualty incident exercise in November 2005, the epidemiological investigation tabletop exercise in April 2006, and pandemic flu tabletop exercise in June 2006;
- (3) Develop and revise Standard Operation Procedures (Travel Advisories, After-Action Reports, Notification);
- (4) Develop plans and procedures for the Public Health Department, specifically the development of the All-Hazards Plan, Bioterrorism Plan, and Training Plan, as well as the final revisions of the Crisis & Emergency Risk Communications Plan;
- (5) The creation of a new maintenance project to remodel the Public Health Laboratory will upgrade space and safety; and
- (6) Develop essential diagnostic laboratory capability of a bioterrorism reference laboratory.

Completion of these objectives will ultimately help ensure that the safety and interests of the County and its citizens are met through increased preparedness for, and response to, bioterrorism and other public health emergencies, by the Public Health Department, its partner agencies, and the overall emergency medical system.

B-4  
7